



Chesterfield County, Virginia Purchasing Department

9842 Lori Road, Ste. 101 – P.O. Box 51 – Chesterfield, VA 23832-0001
Phone: (804) 748-1617 – Fax: (804) 717-6378 – Internet: www.chesterfield.gov

January 7, 2011

Sealed Bids on behalf of Chesterfield County, Virginia, will be received in the Purchasing Department, 9842 Lori Road, Suite 101 (Court Square), Chesterfield, Virginia 23832-0001, until but no later than **2:00 p.m.** local time prevailing, **February 2, 2011** and then publicly opened and read immediately thereafter for the following:

Invitation for Bid #11-0154 Bay Extension to Chesterfield County Fire Station #12, Ettrick, Virginia
Scope of Work: The work consists of the extension of one bay of the existing fire station by the removal of the existing overhead door and a new concrete/EIFS enclosure to receive a new overhead door. Minor electrical, ceiling and finish work is included.

Pre-Bid Conference – Non-Mandatory

A non-mandatory pre-bid conference will be held on **January 19, 2011 at 10:00 a.m.** The conference will be held at: Fire Station #12, 21200 Chesterfield Avenue, Ettrick, Virginia 23803. Attendance is encouraged; however, it is not mandatory in order for your bid to be considered for award.

Copies of Invitation for Bid documents and addenda may be obtained by:

Drawings and Invitation for Bid documents may be obtained by submitting a request and deposit of Sixty-Five Dollars (\$65.00) per set, by check only, to HVC CHENAULT Architectural Corporation, 1710 East Franklin Street, Suite 100, Richmond, VA 23223, phone (804)225-9900, fax (804)225-7288. Provide the deposit amount in 2 checks made payable to HVC CHENAULT Architectural Corporation: \$15.00 per set for shipping and handling (non-refundable) fee and second check in the amount of \$50.00 per set for deposit. Documents will be shipped via UPS ground service. Request and deposit must be received at least four days prior to receiving bids. Documents will not be distributed until deposit is received. General Contractors may obtain a limit of 2 sets by refundable deposit; others may obtain a limit of 1 set by refundable deposit. Additional sets must be purchased (no refund). For return of deposit, bid documents (including any addenda) must be returned to: HVC CHENAULT Architectural Corporation within ten days after the bid opening, intact and in good condition. Failure to comply with the above conditions, or returning documents that are unbound or rebound out-of-order will result in forfeiture of the deposit. Upon return of the documents, prepaid, in good condition, free from markings thereon, within ten (10) days from receipt of bids. Refund of deposits will be made less \$15.00 per set for handling.

Any changes or supplemental instructions to this Invitation for Bid shall be in the form of written addenda. Addenda will be emailed, mailed and/or faxed to prospective bidders (all known Plan holders) at respective addresses furnished for such purpose. Each bidder is responsible for determining that all addenda issued have been received and shall acknowledge receipt of all addenda in the space provided on the Bid Form or by returning a copy of each signed addendum. Failure to do so may result in rejection of the bid. All addenda so issued shall become part of the IFB and any resulting contract documents.

Public Inspection of Invitation for Bid Documents will be available at the following locations:

1. McGraw-Hill Construction/DODGE, 9 North Third Street, Richmond, VA 23219
2. Builders' Exchange Association of Virginia, 3207 Hermitage Road, Richmond, VA 23227
3. Valley Construction News, 356 W. Campbell Avenue, S.W., Roanoke, VA 24016
4. Peninsula Builders Exchange, 615 Dresden Drive, Newport News, VA 23601
5. Central Virginia Business and Construction Association, 3004 1st Avenue, Richmond, VA 23222
6. Greater Virginia Contractor's Association, 2406 Chamberlayne Avenue, Richmond, VA 23222
7. A & E Reprographics & Supply, 1400 North Boulevard, Richmond, VA 23230
8. iSqFt, c/o A & E Reprographics, 4505 Columbus Street, Suite 104, Virginia Beach, VA 23462

Prepared by:
Jo Carol Mayton, CPPB,
Principal Contract Officer